

# Criteria Definitions for Eagle Harbor Study

## **Scoring Criteria 1: Familiarity with industry and maintenance facility needs.**

Min pts 0 : Max pts 30

The consultant shall demonstrate their familiarity with business operations at industrial repair facilities, particularly in the ship repair and facility maintenance industry through example projects or studies that the team members have completed. For each project cited, the consultant shall provide the name of the client and a contact person, the date of completion, and a description of the project or study that demonstrates how this experience is relevant to this study.

The consultant shall demonstrate their familiarity with the technical aspects of maintenance facilities through example projects or studies that the team members have completed. For each project cited, the consultant shall provide the name of the client and a contact person, the date of completion, and a description of the project or study that demonstrates how this experience is relevant to this study.

## **Scoring Criteria 2: Familiarity with maintenance planning and economic analysis.**

Min pts 0 : Max pts 30

The consultant shall demonstrate their familiarity with business planning through example maintenance projects or studies that the team members have completed. For each project cited, the consultant shall provide the name of the client and a contact person, the date of completion, and a description of the project or study that demonstrates how this experience is relevant to this study.

The consultant shall demonstrate their familiarity with economic analysis of business operations, particularly where location of the facility is the independent variable of the study, and where maintenance operations are conducted. The consultant shall use example projects or studies that the team members have completed. For each project cited, the consultant shall provide the name of the client and a contact person, the date of completion, and a description of the project or study that demonstrates how this experience is relevant to this study.

The consultant shall demonstrate their familiarity with employment, community, and other impacts that should be considered in this study. The consultant shall use example projects or studies in Kitsap County or elsewhere that the team members have completed. For each project cited, the consultant shall provide the name of the client and a contact person, the date of completion, and a description of the project or study that demonstrates how this experience is relevant to this study.

The consultant shall discuss their approach to incorporating maintenance planning issues into the study and how these factors will be used to define the facility needs and possible location of the facility.

The consultant shall discuss how they propose to complete and present an economic analysis of the factors that should be considered in this study.

### **Scoring Criteria 3: Ability to bring diverse groups to a consensus.**

Min pts 0 : Max pts 20

The consultant shall demonstrate their ability to bring diverse groups of individuals and organizations to a consensus. The consultant shall discuss their approach to dealing with the interests and concerns of the Legislative Oversight Committee, WSF staff, community interests, unions, and individuals that may have an interest in the outcome of this study.

### **Scoring Criteria 4: References/Past Performances (Prime Consultant Only)**

Min pts 0 : Max pts 20

#### **A. Include the following items:**

Provide reference information for a minimum of three (3) with a maximum of five (5) similar projects for public sector clients in the last three (3) years. Include the following information:

- Project name;
- Dates of service on project(s);
- Dollar amount your firm received on project(s);
- Contact name;
- Contact phone number; and
- Name of your project manager on project(s).

### **Scoring Criteria 5: Cost Factors (Prime Consultant and Sub-Consultants)**

Min pts 0 : Max pts 10

Include the following items (If your firm has an established overhead rate use item “A: otherwise use item “B”:

#### **A. Overhead Rate and Direct Labor Costs:**

- Overhead rates: Overhead rate with supporting overhead schedule for the most current fiscal year;
- Direct (raw) labor costs: Listing of all proposed personnel with associated direct (raw) labor costs;

#### **B. Statement of Billing Rates:**

- If your firm does not have a FAR audited overhead rate, include the billing rates for each job classification to government clients.